

Appendix E: Federal Perkins Loans TEF File Layout

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Introduction

The Threshold, Error Code, and Field Code file (TEF file) is used by the DataPrep software. NSLDS provides the TEF file to make changes to the Extract Validation Error Thresholds and to provide updates on error codes, error messages, field codes, and field names. The TEF file is updated periodically as new edits are added, modified, or deleted; or the domain error thresholds are changed. A new TEF file is distributed each time your Submittal File is processed by NSLDS and a Load Error File is returned to you. As part of your import process, be sure to retrieve the TEF file and move it to the proper directory.

The TEF file contains four record types:

1. **A—An ID Record**—Identifies the file as a TEF file.

Example: A19990127 THRESHOLD, ERROR CODE, FIELD CODE FILE (TEF FILE)

2. **B—A Threshold Record**—Contains three fields representing the threshold error percentages used in the Extract Validation process.

Example: B100505

3. **C—Error Codes**—Identifies the error codes and error messages.

Example: C1102 Amount of Cancellation must be < or = Amount of Loan

4. **D—Field Codes**—Identifies the field codes and field names.

Example: D220 Code for Original School

Note: If you fail to import the latest TEF file and new edits have been added, you will get an error message of 'ERROR CODE NOT FOUND - OBTAIN LATEST TEF FILE' rather than the correct error message. Similarly, you may get the message 'FIELD CODE NOT FOUND - TEF FILE' if field codes have changed.

Table E-1: TEF Record

Field Name	Type	Size	Position	Description
Record Type	Character	1	1–1	A- TEF File indicator B- Threshold record indicator C- Error Codes and Error Messages indicator D- Field Codes and Field Names indicator
Record Update date	Date	8	2–9	When Record Type equals A, this is the date the TEF file was last updated. When NSLDS changes edits, error messages, field codes, field names, or threshold error rates, the changes are provided through the TEF file, so you should ensure that you import this file monthly.
Threshold Levels	Numeric	6	2-7	When Record Type equals B, the three concatenated numbers define the Threshold Levels for Domain Errors, Identifier Errors and New Identifier Errors. (i.e., 100505, translates to thresholds of 10% Domain Errors, 5% missing Identifier Errors, and 5% missing New Identifier Errors) Exceeding any threshold level will prevent the creation of a Submittal File. You must fix the problem, redo your Extract File and redo the Extract Validation Process.
Error Code	Numeric	4	2–5	When Record Type equals C, this field reflects a 4-digit Error Code. These are used to identify the errors encountered in the Extract Validation process and the Load Level Error process. When NSLDS changes edits which result in a new error code, the changes come through the TEF file, so you should ensure that you import monthly.
Field Codes	Numeric	4	2-5	When Record Type equals D, this field reflects a 3-digit Field Code. These are used to identify the field in error encountered in the Extract Validation process and the Load Level Error process. When NSLDS changes fields, the changes come through the TEF file, so you should ensure that you import monthly.
File Message Field	Character	71	10–80	When Record Type equals A, this message will identify the file as a TEF file (i.e., THRESHOLD, ERROR CODE, FIELD CODE FILE [TEF FILE]).
Error Message Field	Character	71	10–80	When Record Type equals C, this message will display the error message encountered (e.g., Amount of Cancellation must be < or = Amount of Loan).
Field Message Field	Character	71	10–80	When Record Type equals D, this message will display the field name encountered (e.g., Amount of Disbursement).